

COPPER COVE VILLAGE 8A OWNER'S ASSOCIATION
971 Feather Dr. #122
Copperopolis, CA 95228
(209) 785-2740

CLUBHOUSE RENTAL CHECKLIST

When leaving clubhouse please make sure these things are completed first:

KITCHEN:

- Clean off countertops
- Clean out sinks
- Clean stove top and oven of spilt food AND make sure it's turned off
- Wipe inside/outside of microwave
- Make sure refrigerator is clean, wipe down door and make sure door is closed tightly
- Take all garbage to outside container
- Place all cleaned dishes and utensils back into cabinets/drawers

TABLES & CHAIRS (inside):

- Wipe down, fold and put away

FLOORS:

- Sweep all floor areas and clean any spilt food/debris

DOORS & WINDOWS:

- Make sure all sliding doors are secured and locked

UTILITIES:

- Make sure air/heat is turned off
- Make sure ceiling fans are turned off
- Make sure all inside lights are turned off

RESTROOM:

- Make sure restroom is left in orderly manner, sweep if necessary
- Turn lights off

OUTSIDE AREA

- Clean off patio tables of spilt food and debris
- Place all garbage in outside containers

FOR EMERGENCY CALL 911

THANK YOU FOR KEEPING OUR CLUBHOUSE CLEAN!